

L Number	Hits	Search Text	DB	Time stamp
1	143	glucagon adj receptor	USPAT; US-PGPUB; DERWENT	2003/06/23 09:29
2	36	(glucagon adj receptor) and disruption	USPAT; US-PGPUB; DERWENT	2003/06/23 09:29
3	25	((glucagon adj receptor) and disruption) and transgenic	USPAT; US-PGPUB; DERWENT	2003/06/23 09:30



EXAMINER'S ISSUE CHECKLIST

Ser. No. 101010, 065

Examiner Valerie Burag, D

Date 06.23.03

I. CLAIMS

- ☒ A. Review format of all claims. The claims page should begin with a sentence of which the claims will be an object, such as "I (or We) claim:", "The invention claimed is:"; not simply "Claims". Each and every claim should be a single sentence, starting with a capital letter and ending with a period. Specifically check that all claims reciting a sequence end in a period.
- * ☒ B. Review content of all claims:
☒ Check for proper antecedent basis for all terms. need to fix 0654
☒ Check method claims for at least one positive process step (an action to be performed by the artisan) which clearly relates back to the preamble.
- ☒ C. Check claims for improper Markush language.
- ☒ D. Check that dependent claims are narrower in scope than the claim(s) from which they depend.
- ☒ E. Check that no two claims are of identical scope.
- ☒ F. Check numbering of claims: ☒ No two claims have the same number. ☒ No claim is missing.
do this first when from amend. comes in
☒ All claims are indicated as either cancelled or allowed.
- ☒ G. Check for duplicate claims (especially dependent claims filed by different amendments).
- ☒ H. Check for improper dependency: ☒ No claim depends from the wrong claim.
☒ No improper multiple dependent claims. ☒ No claim depends from a subsequent claim.
- ☒ I. If necessary, examiner should renumber both the independent and dependent claims. Renumbered claims should agree with Final column of Index of Claims box on inside of file jacket.
☒ In text (original claims and those filed in amendments), renumber the claims in pencil; on inside of file jacket, renumber claims in black ink.
☒ Make sure that all dependent claims refer back to the correct renumbered independent claim.
- ☒ J. Re-ordering of claims may be done with applicant's approval by an Examiner's Amendment. Applicant's approval is not required where re-ordering is necessitated by an amendment which causes a claim to depend from a subsequent claim.
- called ☒ K. Non-elected, withdrawn claims cancelled by applicant or by Examiner's Amendment. Applicant's approval is required if the election was with traverse; but is not required if the election was without traverse.

II. SPECIFICATION

- ☒ A. Erase **ALL** pencil marks and notations (*Reminder: Pencil marks are not permitted in the file EVER*).
- ☒ B. Title should be commensurate in scope with the claims.
☒ Check especially with divisional applications.
☒ Titles may be changed by the Examiner using red ink; inform applicant in **Examiner's Amendment**.
- ☒ C. Domestic priority claim (§120, including PCT parents if any §365(c), or §119(e)). MPEP 201.11, 201.11(a), & 1893.03(c):
☒ required "reference" to all prior applications by application number (e.g. 08/000,001 or PCT/US01/00000): ☒ listed in first sentence of specification; or ☒ listed on application data sheet (filed by applicant, NOT a BIB sheet generated by PALM), which includes
☒ filing date if prior application is a PCT;
☒ relationship of instant application to non-provisional prior application(s), e.g. "is a continuation/continuation-in-part/division of"; and which agrees with the Continuing Data:
☒ on application data sheet or in first sentence, respectively, if both are present;
☒ on the file label (08/ series and lower) or Bib sheet (09/ series and higher); and
☒ in the Oath/Declaration for provisional applications and, if present, non-provisional US applications (non-provisional US priority applications, including PCTs, do not have to be cited in the Oath/Declaration);
☒ status of utility applications in "reference" (and BIB sheet) is up to date, e.g. "now abandoned" or "now U.S. Pat. No. ...";

___ Copending with immediately prior application (and so on down any chain of prior applications); for prior PCT applications, requires review of PCT application file. See MPEP 1895 & 1895.01.

✓ At least one inventor in common with prior application(s).

✓ NO relationship to provisional application in "reference"; only "claims benefit to provisional application 60/ ... filed ..." or something similar;

___ CPA (instant or prior application)- NO reference to application as being a CPA or continuing prosecution application.

___ Priority claim to an earlier application (different application number) made before CPA request was filed. (If new priority claim (different application number) is made for the first time with or after a first CPA request, the co-pendency requirement is not met and the priority claim must be deleted from first sentence or removed from application data sheet, or both if both are present).

___ All parents in a series of continuations should be listed in the "reference".

___ Application is a 371, "reference" not required to PCT upon which application is based. MPEP 1893.03(c).

___ Priority claimed to a 371, "reference" is required to PCT upon which application is based, e.g. "which is a 371 application filed ... of PCT/US00/00000 filed ...".

✓ Application filed on or after Nov. 29, 2000 (including CPA):

___ Required "reference" to all priority applications in first sentence of specification or on application data sheet, must include application number AND relationship to instant application (filing date is not required):

___ made on or before later of 4 months after application was filed or 16 months after parent was filed, or

___ made after later of 4 months after application was filed or 16 months after parent was filed, and ___ petition for unintentionally delayed priority claim granted by Petitions Branch is present, and surcharge is paid.

___ otherwise, delete any "reference" from first sentence or application data sheet, and inform Applicant that amendment adding the "reference", the petition and the surcharge must be filed under 312 to obtain priority.

(Caution: references to priority applications made elsewhere, e.g. application transmittal papers or oath/declaration, do NOT meet the "reference" requirement. The "reference" requirement is not met until the reference is made in the first sentence or application data sheet. A highly placed source in the Commissioner's Office indicated that if a priority claim is made elsewhere, and the application number (not just the serial number) and, if non-provisional, its relationship to the instant application are identified, they can make the proper reference after the time period without filing the petition or paying the surcharge. Otherwise, they must file the petition and surcharge. Until they do there is NO priority claim!!! This is not a "formal" issue, so if this is the only outstanding issue, a Quayle action is NOT an option.)

N/A Provisional application not filed in English requires: ___ English translation, and ___ statement certifying accuracy of translation, filed:

___ on or before later of 4 months after application was filed or 16 months after parent was filed; or

___ after later of 4 months after application was filed or 16 months after parent was filed, and ___ petition for unintentionally delayed priority claim granted by Petitions Branch is present, and surcharge is paid.

___ Otherwise, delete any "reference" to the foreign language provisional from first sentence or application data sheet, and inform Applicant that amendment adding the "reference", the petition and the surcharge must be filed under 312 to obtain priority. This is not a "formal" matter that can be corrected by a Quayle action if it is the only issue.

___ Indication of whether PCT was published in English:

___ Published in English – first sentence of specification contains statement like "published in English under PCT Article 21(2)" (even if the "reference" required for priority is made in an application data sheet), statement can be added at any time and no petition is required, or

___ Not published in English - no statement required.

N/A D. Update status of all U.S. Applications cited in the specification;. Enter either ", U.S. Patent No." or ", abandoned", as appropriate, in red ink, and initial and date in the left margin (MPEP 1302.04 (f)).

✓ E. Change U.S. Applications referred to by Attorney Docket Number to refer to U.S. Serial Number.

✓ F. Check "Brief Description of Drawings" section.

- ☒ Numbers for figures should agree with description in text and content of text should accurately describe the figure.
- ☒ Drawings added/changed during prosecution should be described.
- ☒ G. Check page numbering
 - ☒ All pages numbered consecutively
 - ☒ No missing or duplicate pages
 - ☒ Check renumbering of pages after inserting a sequence listing, i.e. the claim pages and abstract.
- ☒ H. No unclear words because of holes at top of page.
- ☒ I. Illegible or unclear text due to e.g. poor photocopying should be deleted and the page or text replaced.
- ☒ J. Check that all the requirements for deposit of biological materials have been fulfilled. Specification should list Accession Number, date of deposit, description of material, name and address of depository.
- ☒ K. Check that the SEQ ID NO in the Sequence Listing agrees with the numbers used in the text and claims. Specification should contain only the one most recently filed copy of the Sequence Listing.
- ☒ L. Specification should not refer to other sections of the specification by page number because the issued patent is printed in columns, not pages (e.g. check for Table of Contents listing sections by page numbers. Page numbers may be cancelled by examiner's amendment).
- ☒ M. Text of specification should not refer to particular claim numbers.

III. ABSTRACT

- ☒ A. Abstract is present. In a 371 application, the WO cover sheet from the PCT is no longer accepted in PUBS. You can either retype the abstract onto a separate sheet, or copy it from the PCT then cut and paste the abstract onto a separate sheet, and make a copy of that.
- ☒ B. No more than 150 words (in general, 15 lines).
- ☒ C. Single paragraph.
- ☒ D. No legal phraseology.

IV. OATH OR DECLARATION

- ☒ A. Oath or Declaration is present.
- ☒ B. Continuing data for provisional applications, if any, is complete. Continuing data for non-provisional US applications need not be present, but if it is, it is complete.
- ☒ C. Foreign filings or priority, if any, is complete.
- ☒ D. Inventor's name and citizenship are stated. Inventor's residence and mailing or post office address are stated, IF not present on application data sheet.
- ☒ E. Signed.
- ☒ F. Contains "Reviewed and Understands" clause and Duty of Disclosure statements.
- ☒ G. CIP oath states duty to disclose intervening art. The statement does NOT have to refer to application numbers of domestic non-provisional priority applications. If blanks are present, they do not have to be filled in.
- ☒ H. Application filed with preliminary amendment:
 - ☒ application filed as CON or DIV with copy of parent oath/declaration, AND preliminary amendment adds new matter, then
 - ☒ new CIP oath is present which identifies specification by application number and "as amended on [filing date of application/preliminary amendment]",
 - ☒ otherwise, oath is defective, __ require new oath, identify defects;
 - ☒ application filed with unsigned oath/declaration and a later filed signed oath/declaration then:
 - ☒ signed oath/declaration identifies the specification "as being amended on [filing date of application/pre-amendment]" in "read and understand" clause, and
 - ☒ for applications filed as CON or DIV with preliminary amendment adding new matter, __ that includes CIP duty to disclose intervening art clause.
 - ☒ application filed as CON or DIV with copy of parent oath/declaration, and preliminary amendment adds NO new matter – copy of parent oath/declaration is proper.
 - ☒ application filed with a new signed oath/declaration (not copy of parent oath/declaration) that does not refer to the preliminary amendment in "read and understand" clause. Declaration is proper. (Preliminary amendment is NOT part of original disclosure. A highly placed source in Commissioner's Office says a rule change is in works to make all preliminary amendments filed with application part of original disclosure.)

- ☒ I. Review specification for alterations made by Applicant but not initialed and dated. If such alterations not initialed and dated are present or if dates are after the oath/declaration was execution date (if present), a new Oath or Declaration is required.
- ☒ J. Otherwise – indicate oath/declaration is defective on PTOL-37, and identify defects in Examiner's Amendment/Comment.
- ☒ K. Correction of Inventorship; notation in left margin of declaration(s): "See Paper No. ___ for inventorship changes", fill in paper number of petition to correct inventorship.

V. DRAWINGS

The procedures for handling drawings have changed substantially (see Kleppinger Memorandum of May 3, 2001). An application filed on or after Nov. 29, 2000 (except for a CPA of an application filed before 11/29/00) received in the group is deemed to have drawings acceptable for publication. For cases filed before 11/29/00, the drawings should be reviewed for formalities before allowance. Drawings should be reviewed by Examiner to determine whether the drawings are also acceptable for examination. A draftsman stamp is no longer required on drawings. If there is a draftsman's stamp, presumably it can be left blank.

- ☒ A. Drawing numbers and content should match "Brief Description of Drawings" in specification. ___ All drawings have a "Brief Description," and ___ all drawings described in "Brief Description" are present. A series of drawings labeled, for example, as Figures 1A, 1B, and 1C can be referred to simply as Figure 1 in the "Brief Description." However, if there is a description of some but not all of them, the "Brief Description" must be amended to include a description of the others. For example, if the "Brief Description" describes Fig. 1 generally and specifically describes Fig. 1A but not Figs. 1B and 1C, the "Brief Description" of Fig. 1 must be amended to describe Fig. 1B and 1C as well.
- ☒ B. Original drawings acceptable to draftsman and examiner. Application filed:
 - ___ before 11/29/00 or CPA based on same, ___ drawings stamped by draftsman and/or box A of PTO-948 checked; or
 - ☒ after 11/29/00, presumed to have been reviewed by draftsman.
- ☒ C. Corrected, substitute, or additional drawings submitted? (Should have been filed as a separate letter to draftsman MPEP 608.02(r)).
 - ___ Reviewed by draftsman, and if objected to: copy of PTO-948 either ___ mailed to applicant with previous action or ___ attached to **Notice of Allowability** (PTO-37); and ___ item 7(a) of PTO-37 filled out.
 - ☒ Reviewed by examiner, including for new matter, and if objected to: FP 6.37 (or old 6.24) either ___ included in previous action or ___ included in **Examiner's Amendment**; and ___ item 7(c) of PTO-37 filled out.
- ☒ D. Proposed drawing corrections filed (should have been filed as a separate letter to draftsman MPEP 608.02(r)):
 - ___ Check for non-formal deficiencies, including new matter. If objected to, FP 6.38.02 (new matter) and/or FP 6.38 (other deficiencies) included in ___ previous action or ___ in **Examiner's Amendment**.
 - ___ If approved: ___ write "approved," initials, and date on cover sheet or first "drawing" of proposed drawing correction; ___ attach proposed drawing correction to right outside of file wrapper over search notes; ___ place original drawings on top of inside center; and ___ fill out item 7(b) on PTO-37.
 - ___ If disapproved: ___ write "disapproved," initials, and date on cover sheet or first proposed corrected drawing; ___ place original drawings on top of inside center; and ___ fill out item 7(c) on PTO-37.
- ☒ E. Color drawings in file? See MPEP 608.02.
- ☒ F. If any changes to the figures are being required, remind applicant to also file amendment to update the Brief Description of the Drawings.

VI. AMENDMENTS

- ☒ A. All amendments should be accurately entered and should be legible.
- ☒ B. Review all amendments for new matter.
 - ___ New matter cancelled if amendment was filed:
 - ___ after application, or

___ with application along with a new, signed oath/declaration (not a copy of a parent oath/declaration) that does not identify the specification "as being amended on [filing date of application/pre-amendment]" in "read and understand" clause (and no substitute oath/declaration identifying the specification "as being amended on [filing date of application/pre-amendment]" in "read and understand" clause). NOTE: highly placed source in Commissioner's Office indicated that in near-future rule change, preliminary amendments filed with an application will be part of original disclosure, regardless of the declaration.

___ Otherwise, preliminary amendment filed with the application is part of original disclosure (even if there is new matter relative to the rest of the disclosure). MPEP 602.05(a), 608.04(b), 714.01(e).

___ Preliminary amendment adds new matter AND application was filed as a CON or DIV:

___ "reference" in first line of specification or on application data sheet application is amended to identify application as being a CIP, not a CON or DIV.

NA C. Amendments after Final should be marked either "O.K. To Enter" or "Do Not Enter", and initialed and dated in the left margin in black ink.

___ D. Check to make sure all amendments to claims have been properly entered - the amendments should be clear and not misplaced.

VII. PTO-1449 Information Disclosure Statement (MPEP 609)

NA A. All U.S. Patents identified by patent number, patent date (Month-Year), patentees, and current issue classification (check WEST or EAST for current classification).

NP B. All foreign published applications and patents identified by document number, publication date (Month-Year) and country or Office. If necessary, the Examiner should insert the correct U.S. classification or should draw a line in the space provided for classification information.

☒ C. All publications identified by Author (if any), journal name, publication date, volume and pages.

☒ D. All citations considered should be initialed. A line should be drawn through all citations not considered.

___ E. Review all 1449's and 892's for duplicate citations, line through any extra citation(s).

☒ F. Sign and date bottom of 1449 form.

☒ H. Place all 892's and 1449's in the center of file.

☒ I. Check file for missing 1449's. (See "Contents" for dates or paper numbers of all IDS). If 1449 missing from file, contact the attorney to fax a copy of the 1449.

VIII. PTO-892 NOTICE OF REFERENCES CITED BY EXAMINER (MPEP 707.05)

☒ A. At least one PTO-892 must be present in each file.

___ No references cited on a PTO-892, write "None" across a PTO-892 and fasten to center of file with PTO-1449, if any.

___ In continuation cases, renumber copy of parent 892 with current application serial number, and sign and date bottom of the copied 892 form.

NA B. U.S. Patents identified by patent number, patent date (month-year), patentees, and class/subclass.

___ C. Foreign published applications and patents identified by document number, publication date (month-year) and patentee; fill-in the classification or draw a line through the appropriate space.

☒ D. Printed publications identified by author (if any), title, publication date (month-year), pages relied on.

where E. Signed and dated at bottom of form.

___ F. All foreign and published documents cited during prosecution should be permanently attached to the right hand side of the file. Copies of U.S. Patents are left in file, but are not attached to file.

IX. INSIDE FILE JACKET

☒ A. Search Box Updated to allowance date.

☒ Check to ensure that classes and subs listed are the current classification.

___ Shoe and computerized searches are updated after each action on the merits.

___ B. Search Notes Box MPEP 717.05

___ Reviewed and checked references in parent files. This is important because Applicants are encouraged by the Office not to submit PTO-1449 listing art cited in parent(s) unless they want it printed on patent (MPEP 609, section I.A.2.).

___ Listed consultations with other Examiners, SPE;

☒ Record databases searched (commercial and APS); list vendors and databases searched.

- ☒ List search terms or note "search printout attached to file wrapper" and attach to right inside flap
- ☒ For all applications that claim a sequence, list sequences searched (SEQ ID NO, complementary sequence, etc.) and databases searched (GenBank, EMBL, etc.).
- ☒ C. Interference Search Box
 - ☒ List classes and subclasses searched.
 - ☒ Indicate interference search of claimed sequences.
 - (Do not place copy of this interference search of the pending sequence database in the file).
- ☐ D. Update claim index in black ink. Fill in final claim numbering in black ink.

X. ISSUING CLASSIFICATION or BLUE SLIP

(On blue slip, 08 series and lower; on FACE, 09 series; or left inside, 10 series)

- ☒ A. Complete International Classification using current edition of IPC.
- ☒ B. Fill in original classification. This should match "Issue Classification" (black ink) in box on top left FACE of file of 09 series and lower (10 series wrapper does not have this box), and Class and Subclass boxes of the label area (in pencil) on FACE of file.
- ☐ C. If allowing claims in art belonging to another group, the "Original Classification" must be initialed by a primary in the appropriate art unit of that group.
- ☒ D. The original and cross-referenced class/subclasses should match those listed in Interference Search Box and *vice versa*, and should be listed in the Search Box (among others if any).
- ☐ E. Additionally on Blue Slip (08 series and lower, classification overflow on 09 series and higher):
 - ☐ Assistant Examiner and Primary Examiner spaces should be completed.
 - ☒ If no Assistant Examiner, cross through Assistant Examiner box.
 - ☐ Leave the first box at top left (box for Patent No.) blank.
 - ☐ Fill in Application serial number and Applicant's name.

XI. FRONT COVER OF FILE WRAPPER

- ☐ A. Fill-in "Issue Classification". On green and yellow file wrappers, the boxes are at the top left on front of the file wrapper. Brown files do not have this box.
- ☒ B. Fill-in "Assistant Examiner" box with your full name (printed), not initials, or cross through if no Assistant Examiner.
- ☐ C. Indicate the total number of claims allowed and the claim to be printed in the Official Gazette.
 - ☒ Use 're-numbered' claim number, not original number.
 - ☒ Claim to be printed should be the broadest claim.
 - ☐ If a dependent claim is selected for printing, then the independent claim must also be selected. Usually only one claim is printed, unless multiple inventions are claimed.
- ☒ D. Fill-in the total number of sheets of drawings, the number of figures, and the figure to be printed. Any drawing which has its own figure label is a separate figure, e.g. Figures 1A-1D are four figures, not one figure, but a sheet labeled Figure 1 having panels labeled A-D is one figure.
- ☐ E. Staple blue slip, if any, to the top of INSIDE LEFT of file wrapper.
- ☒ F. Check the continuing data on the front of file wrapper (08 series and lower and 10 series) and BIB data sheet (09 series and higher); make any necessary corrections in black ink; attach a note along with an Application Branch Data Base Routing Slip to get the information corrected after the case is counted and mailed.
- ☒ G. Check priority data for agreement with the priority data in the Oath/Declaration and in the first sentence of specification or application datasheet. Correct errors in the 119 data on the front of the file wrapper or BIB data sheet using black ink.
- ☒ H. The Class and subclass which are written in pencil on the front of file wrapper should correspond with the original Class/subclass listed on the blue slip or Issuing Classification box on wrapper (09 series and higher), the Class/subclass stamped on the formal drawings if any, and with the Class/subclass searched for interference purposes.

XII. NOTICE OF ALLOWABILITY

- ☐ A. In **Reasons for Allowance**, cite the closest prior art and which claim limitations distinguish the claim over the prior art. This section should be brief. (It is not necessary to indicate the status of the previous rejections or why a rejection is withdrawn, unless multiple amendments and arguments have been

presented and the record is not clear as to what evidence or arguments have overcome the outstanding rejections).

____ Explain pertinence of any new art cited by examiner at allowance.

- ☒ B. If allowance is predicated on applicant's assurance that deposit will be made, add in **Reasons for Allowance** a separate section so indicating and require compliance with all requirements for deposit BY 312 amendment. See 37 CFR 1.809(c).
- ☒ C. **Examiner's Amendment** must be made in correct pending time period. Require an extension of time when making an Examiner's amendment if 3 month response period (or 2 mo. after Quayle action or Notice of Appeal) or extended response period has expired, and IF at least one amendment is required to overcome an outstanding objection or rejection. Record authorization for extension of time in the Examiner's amendment.
- ____ All amendments required by examiner are directed to new issues raised at allowance. ____ Indicate in **Examiner's Amendment** that all amendments were required to address issues newly raised by examiner, and no extension of time is necessary.
- ☒ D. In **Examiner's Amendment** refer to the original claim numbers or refer to both the renumbered and original claim numbers. Begin EA on separate page.

XIII. LEGAL REMINDERS

- ☒ A. Conflicting claims: Have you checked for provisional 103 based on earlier 102(e) filing date of a related application with different inventive entity (e.g. CIPs). If obviousness double patenting rejection applied, this rejection may have also applied, and is not overcome by terminal disclaimer. (PALM 3110 screen).
- ☒ B. Does each finally claimed product and method have basis in the original disclosure? (Watch for new claims and for new claim limitations added by post-filing amendments).
- ☒ C. Does each claimed product and method have a patentable utility?
- ☒ D. Are you sure the final amended claims are patentable over prior art already of record (Should you reinstate a rejection made on originally filed claims, withdrawn based on argument, evidence or amendment, as applicable to the final version of the claims? *Review the art in the case versus the final claims.*)
- ☒ E. If a 103 rejection was withdrawn in view of evidence of unexpected results, was there a basis in the original specification for the unexpected results?
- ☒ F. Is the scope of each final claim commensurate with the enabling disclosure (not overly broad)?
- ☒ G. Did you make all applicable 102(a), (e) and (f) rejections? (not just 102(b) and 103).
- ____ Did you properly determine the effective filing date of applications filed on or after Nov. 29, 2000 claiming domestic priority? If the required "reference" to a prior application or the certified translation of foreign language provisional is not present, or was filed after the time period for claiming priority and the required petition was NOT filed or granted, then the priority claim to those domestic applications has been waived by applicant (whether intentionally or unintentionally). There is NO priority claim to such prior applications, regardless of whether the priority claim was indicated elsewhere. This CANNOT be rectified by amendment; the granted petition and surcharge are required to enter such an amendment (except in the unlikely case where the time period has not expired yet).
- ☒ H. Does the specification teach you in sufficient detail how to make each product as finally claimed?
- ☒ I. Does each claim have a limitation reflecting your Reasons for Allowance?

XIV. MISC.

- ☒ A. On PTO-1472 Examiner's Case Action Worksheet (count sheet), indicate at the top any papers to be entered into the file or into PALM before the allowance is counted (e.g. faxed amendment of 1-2-94, interview summaries of 12-26-93, 12-28-93).
- ☒ B. Provide SPE or mentor with a copy of the allowed claims, marked with your name, application number and the date of allowance.
- ☒ C. If allowing claims in any art belonging to another Art Unit (proteins, immunoassays), provide SPE of other art unit with copy of claims, marked with your name, the application number and the date of allowance.
- ☒ D. Check that all telephone and personal interviews have been recorded (forms in file and in "Contents").
- ☒ E. If a Terminal Disclaimer is filed, it must be reviewed and approved by the Special Program Examiner. A Terminal Disclaimer stamp with the proper date should appear on the outside of the file wrapper.
- ☒ F. If a deposit requirement was made, check that all the requirements for deposit of biological materials have been fulfilled.

- G. In 35 USC 371 National Phase cases, make sure there is a PCT Form 903 on the right side of the file authorizing the filing under 371 and stating the 371 and PCT priority dates, and the front cover of the file wrapper is stamped "filed under 35 USC 371" (should be at the top); if not stamped, write the phrase in blank ink and initial.
- H. Remove any paper not officially of record from the file (e.g. your personal notes on the case).
- I. If processing of **Notice of Allowability** (PTO-37) is expected to be delayed (e.g. lengthy **Examiner's Amendment**) and the statutory period of response is near, an **Interview Summary** indicating that the application has been allowed should be mailed immediately.
- J. Application contains nucleotide or amino acid sequences. **All** disclosed sequences of at least 10 nucleotides or four amino acids with at least four specifically defined residues (not "n" or "Xaa") present in the specification, claims, and drawings are listed in the Sequence Listing, and are identified by the assigned SEQ ID NO where the sequence is disclosed. For sequences in a drawing, the assigned SEQ ID NO may be either in the drawing itself or in the "Brief Description" for that drawing. (Note: a sequence disclosed in an abbreviated format, e.g. (Gly₅Ser)₃ or AGN₁₅CTTAA, must be listed if the corresponding unabbreviated format would have to be listed. Ask sequence compliance expert (currently Chris Low) about more complex situations, e.g. where a subscript is a range.)

NOTES: